



## TOWN OF LOS ALTOS HILLS PLANNING COMMISSION AGENDA

**REGULAR MEETING, THURSDAY, OCTOBER 7, 2021 AT 6:00 P.M.**

**Council Chambers, 26379 Fremont Road, Los Altos Hills, CA**

[www.losaltoshills.ca.gov](http://www.losaltoshills.ca.gov)

### ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (650) 941-7222. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Notice to Public: Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at 26379 Fremont Road, Los Altos Hills, California during normal business hours. These materials will also be made available on the City website subject to Staff's ability to post the documents before the meeting.

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### TELECONFERENCE SPECIAL NOTICE

*Pursuant to Executive Order N-08-21:*

### NOTICE OF TELECONFERENCED MEETING

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means. On June 11, 2021, the Governor subsequently issued Executive Order N-08-21 maintaining the suspension of certain provisions of the Brown Act to continue to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means through September 30, 2021. As such, the Council Chambers will not be open to the public for this Town of Los Altos Hills Planning Commission meeting.

Commissioners Teleconferencing: Chair Birgitta Indaco, Vice-Chair Jim Waschura, Commissioners Jitze Couperus, Ed Smith, and Rajiv Patel.

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This meeting will be broadcast via live-stream service at <http://www.losaltoshills.ca.gov>.

**NOTE:** *There may be a delay in the live streaming of the meeting. If you wish to provide oral comments during the meeting, please follow the meeting proceedings via the teleconference to ensure you are prepared when called upon.*

Members of the Public may participate and provide public comments to teleconference meetings as follows:

1. If you wish to submit a public comment on agenda items in advance of the meeting, please send to the Project Planner for the project or the Planning Technician [kbrunner@losaltoshills.ca.gov](mailto:kbrunner@losaltoshills.ca.gov). Emails received prior to the meeting will be included in the public record. If the email is received after all comments are posted, the Technician will read aloud public comments at the Planning Commission meeting, not to exceed three minutes (approximately 300 words).
2. If you wish to submit a public comment during the meeting, please use the following information. Before speaking, please identify yourself by name and where you reside.
3. To join from a PC, Mac, iPad, iPhone or Android device, click this URL to join:

Videoconference Link:	<a href="https://bit.ly/LosAltosHillsPC">https://bit.ly/LosAltosHillsPC</a>
Webinar ID:	810 7639 7750
Password:	574533
Phone:	(669) 900 6833

Public testimony will be taken at the direction of the Chair and members of the public may only comment during times allotted for public comments.

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**THURSDAY, OCTOBER 7, 2021 AT 6:00 PM**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. PRESENTATIONS FROM THE FLOOR

Persons wishing to address the Commission on any subject not on the agenda are invited to do so now. Please note, however, that the Commission is not able to undertake extended discussion or act tonight on non-agendized items. Such items will be referred to staff or placed on the agenda for a future meeting.

3. APPROVAL OF MINUTES

3.1 Approval of September 2, 2021 Regular Meeting Minutes

4. PUBLIC HEARINGS

Public hearings are specially noticed items for discussion. Anyone wishing to speak regarding a public hearing should fill out a speaker card prior to the completion of the staff report and give it to staff. The order of business for public hearings is as follows:

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|--|---|
| 1. Staff Presentation                  | 4. Public Comments – 3 Minutes per person |
| 2. Applicant Presentation – 15 Minutes | 5. Applicant Response – 5 Minutes         |
| 3. Commission Questions/Clarifications | 6. Commission Comments/Questions/Action   |

If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described below, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

Any interested party may appeal a determination of the Planning Commission to the City Council by filing a written notice of appeal with the City Clerk by 4PM within twenty-one (21) days of the decision. A nonrefundable filing fee and a deposit for services shall accompany each notice of appeal, except that any member of the Council may file such an appeal without payment of a fee.

➤ *Planning Commission Ex Parte Contacts Policy Disclosure*

- 4.1 28001 Elena Road (APN 182-02-0196) – File #ZP21-0047 – Lands of Sea Landing LP  
Zoning Permit for new 6'-0" tall property line fencing and gates. ***Continued from August 5, 2021 Planning Commission meeting.***  
CEQA Review: Categorical Exemption per Section 15303 (e)  
*Project Planner: Jeremy Loh*

- 4.2 12255 Menalto Drive – File # APL21-0003 – Lands of St. Ledger  
Appeal of the Site Development Committee's approval of Site Development Permit (SD21-0009) for landscape screening and fencing for an approved new residence. ***Continued to November 4, 2021 Planning Commission meeting at the request of the appellant.***  
CEQA Review: Categorical Exemption per Section 15303 (a)  
*Project Planner: Jeremy Loh*

5. NEW BUSINESS

- 5.1 Appointment of a two-member subcommittee to review requirements for new construction and explore options with the County Fire Department.
- 5.2 Update on the Revised Outdoor Lighting Policy and Guidelines.

6. REPORTS FROM THE CITY COUNCIL MEETINGS

6.1 Past Meeting

- September 16, 2021 – Commissioner Smith

6.2 Upcoming Meeting Assignments

- October 21, 2021 – Commissioner Patel
- November 18, 2021 – Commissioner Couperus
- December 16, 2021 – Vice-Chair Waschura

7. REPORT ON PAST FAST TRACK/SITE DEVELOPMENT MEETINGS

7.1 September 7, 2021

12500 Minorca Court – File #SD21-0032 – Lands of Arora

Site Development Permit for a new 4,551 square-foot, one-story residence with a 2,157 square-foot basement, and a detached 1,198 square-foot accessory dwelling unit. APPROVED

7.2 September 14, 2021

12170 Dawn Lane – File #SD21-0044 – Lands of Koganti

Site Development Permit for landscape screening for an approved new residence; *Continued from August 17, 2021 Site Development Committee meeting.* APPROVED

26303 Esperanza Drive – File #SD21-0047 – Lands of Singh and Kaur

Site Development Permit for a landscape screening, fences, and driveway gate for an approved new residence. APPROVED

7.3 September 21, 2021

12360 Priscilla Lane – File #SD21-0074 – Lands of Chawla

Site Development Permit for landscape screening for an approved new residence; modifications to approved driveway and hardscape. APPROVED

7.4 September 28, 2021

14330 Debell Road – File #ZP21-0071 – Lands of Lexterra LLC

Zoning Permit to allow placement of a temporary trailer for habitation during construction of an approved new residence for a period of six months. APPROVED

27860 Black Mountain Road – File #SD21-0034 – Lands of Broken Oak Trust

Site Development Permit for landscape screening for an approved new residence and accessory structures. *Continued from August 31.* APPROVED

7.5 October 5, 2021

13691 Old Alto Road – File #SD21-0064 – Land of Neal

Site Development Permit for a 381 square-foot, second-story addition to an existing single-family residence.

8. PLANNING DIRECTOR REPORT

9. ADJOURNMENT